DePaul University Driehaus School of Accountancy & MIS

Accounting 102  Introduction to Accounting II

Fall Quarter 2015

DRAFT as of September 3, 2015

Since any information is subject to change, any changes will be noted in class, by email, and/or on D2L (Desire 2 Learn). The classroom location may change so see the latest information provided by the University.

You are my priority. I am here to help you so call, text or stop by my office if you have any concerns.

Instructor:  Mike Marback CPA, MBA, JD
Email: mmarback@depaul.edu
Office Hours: Room 6008 DePaul Center Mondays and Wednesdays before and after classes and by appointment. My schedule will be posted on D2L.
Phone: My cell is on D2L under news – keep my cell phone handy. Best method to contact me is by cell phone (10am-10pm)
Class: Monday and Wednesdays Room 1507 Lewis Center. 1:30-3pm and 3:10-4:40 If you are early – you never are late. Final date is listed at the end of syllabus.

(Hard copy, loose leaf or Ebook are all okay). The bookstore has a package that includes many of these features. A copy of the text is available in the bookstore and may also be available at the Library. It is okay to buy just the Cengage Now that includes the Ebook but for about $20 more, you can get the loose leaf text and CengageNow in DePaul's bookstore package. This is the same textbook used in the last quarter. But always check the bookstore for the most accurate and latest information.

Help: I am always available to help you from 10am until 10pm.
The school of accountancy has a tutor available M-W 1-4pm and Thur 11-4pm. Room 6008 DePaul Center. Schedule will be posted on D2L.

DEPAUL HELP DESK: 312-362-8765 Helps you with problems related to technology (D2L, Campus Connect, etc.);

Help with CENGAGE NOW, use online help when logged in to CENGAGE NOW or call 1 800-354-9706 But I have to give you the course key (also called the Boarding Pass) for our class. It will be posted on D2L as well.

COURSE OBJECTIVES: To examine the basic concepts of accounting and to learn how these concepts are integrated into corporate financial statements; to introduce/reinforce some of the fundamental technology skills.

Online: Desire to Learn: https://d2l.depaul.edu/ CengageNOW: http://login.cengagebrain.com

Desire 2 Learn Course Website: https://d2l.depaul.edu/ For each chapter, there may be course handouts that you must download from D2L and/or other websites provided by the instructor. There will also be quizzes and homework problems given in class, by email or posted on D2L. These documents are intended to make your in class note taking easier and you must always bring the appropriate chapter’s handout to class. In addition to the handouts, solutions to each chapter’s homework problems may be posted.

CengageNow: http://login.cengagebrain.com
CengageNow is a on-line learning tool provided by the author. It has practice test questions and also video tutorials. You will need the access that I provide to you as well as a Cengage password when you purchased the book and/or Cengage materials. If you have a CengageNow account that was set up within the last year (for example for ACC 102 taken in one of the prior two quarters) you will not need to purchase an access code. If you do not have a current CengageNow account, use the access code that comes with your textbook, or purchase a separate code. Instructions for registering are posted on D2L. You will need the course key which I will provide to you in class or on D2L.

Students with Disabilities: Students seeking disability-related accommodations are required to register with DePaul’s Center for Students with Disabilities (CSD) enabling you to access accommodations and support services to assist your success. There are two office locations that can provide you with enrollment information, or inquire via email at csd@depaul.edu. Loop Campus - Lewis Center #1420 - (312) 362-8002 Lincoln Park Campus - Student Center #370 - (773) 325-1677. Students are also invited to contact me privately to discuss your how I may assist in facilitating the accommodations you will use during this course. This is best done early in the term and our conversation will remain confidential.

Course Objectives: Introduction to Accounting II, a companion and sequel course to Accounting 102, continues to explore basic accounting fundamentals and concepts. The course provides an introduction to managerial accounting and internal reporting. Topics include financial accounting for long-term liabilities, the components of stockholders equity, the statement of cash flows, financial statement analysis, budgeting and variance analysis, job costing for the service sector and cost analysis for decision-making.

Teaching Method: This course is lecture and problem-solving oriented. Students are encouraged to ask questions or make comments at any time. Students are required to read assigned chapters before the class lecture and to attempt assigned homework before it is reviewed in class. In order to understand the course material, it is essential that students conscientiously do the homework. Students will be called upon to provide homework solutions. Homework assignments will be given in class and/or posted on D2L.

Attendance: Regular class attendance is expected. Student participation during lecture discussions is essential for the successful mastery of material covered in this course. It is the student’s responsibility to be aware of all materials covered in class including any updates or changes to the syllabus, dates of exams or other materials even if the student misses the class. Each student should develop a network among other students in the class.
GRADING POLICY: There will be two exams and various written assignments & quizzes given during the quarter. Exams will tentatively be given at the time indicated on the attached course outline. The final grade in the course will be determined as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Individual In-Class Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>35%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>35%</td>
</tr>
</tbody>
</table>

Grades will be assigned according to DePaul University Policy which should follow the scale:

- 93 or more A – 77 to 79.9 | C+ | You determine your grade make it a good one.
- 90 to 92.9 A- 73 to 76.9 | C  |
- 87 to 89.9 B+ 70 to 72.9 | C+ |
- 83 to 86.9 B 67 to 69.9 | D+ |
- 80 to 82.9 B- 60 to 66.9 | D  |
- Below 60 is an F

Additionally, there are required pass/fail projects that must be completed to pass the class. All ACC102 classes are required to achieve certain “DePaul Passport” requirements. You can also find out more about this at Depaul.Handshake. You may also be given other pass/fail projects that also must be completed to pass the class. They are fairly easy and will be explained in class with examples posted on D2L.

Quizzes: I expect to have a short quiz for you generally each week. The quiz will include the prior week’s class as well as any previous materials we studied up to that point. So each quiz will be chosen from more and more material. The exact nature of the quiz will be announced in class but it is anticipated that the quiz will be based on the material covered in class and assignments as well as any chapter quizzes provided in class or on-line. You should be able to do well on these if you study daily. Continuous practice of these quizzes will help you to understand the information as well as retain the knowledge. Doing quizzes is a proactive approach to learning and will keep you up to date with the material. At some point, I will stop giving the quizzes. It is imperative that you continue to study each week as if you will receive the quizzes. Your total quiz grade is calculated by adding up the total number correct and dividing it by the total number of questions asked. Each quiz may have a different number of questions so the percentage score that you receive is not used to calculate your quiz grade.

Exams: Exams may consist of multiple-choice, matching, problem solving, etc. If needed, a calculator will be provided to you the day of the exam. There will be no need for cell phones, your own calculator, etc, thus no other programmable device will be allowed in the classroom. Your bags will be placed in the front of the room. If you have to use the bathroom or otherwise leave the exam, you must obtain permission. You can’t just get up and leave. If you do not ask for permission, you may receive a zero on the exam. You are not allowed to bring your cell phone or other devices with you.

Exam dates: The date for the midterm exam in the course outline is tentative. The midterm examination date is set by the UNIVERSITY and subject to change and will be announced at least one week prior to date of the exam. The exams will be created to reflect the materials covered in class. While every person in the class will have the same questions, they will be in different sequences. The date of the final examination is set by the University.

Makeups: Makeup exams are not encouraged but, where a makeup exam is needed, then that student may receive an entirely different exam that may be more difficult that the class examination. Also any made up exams or quizzes most likely will not be graded promptly. Make-ups are limited and require a valid excuse received in advance and approved by me. Leaving a message on my voice mail/email does not constitute me granting permission.

Homework – Developing a basic accounting proficiency is a major objective of this course. The homework assignments have been selected to assist you in the achievement of this objective. The assignments and examinations will draw on the skills and abilities you develop in the process of solving these exercises and problems. The more you practice, the better you will perform on the examinations. You should do the problems over and over again including quizzes. Also, as you are reading the chapter, you should work out any examples provided by the author. Then you should consider how variations in the problem would affect the outcome. The answers might be for the entire chapter not just our homework questions. Use the answers on the Website – do NOT waste a lot of time trying to invent your own accounting entries. But make sure you repeatedly do the question CORRECTLY. Homework assignments may be changed. A copy of your homework may be requested to be deposited in the D2L drop box to ensure that students are completing the assignments. The homework will not be returned but may be used when considering attendance, participation and effort. ALWAYS do the practice quizzes for each chapter. Note because of the nature of the class, we will be discussing and covering issues in more than one chapter including all past chapters.

Drop Policy: In accordance with university regulations, the last day to withdraw from a course with 100% tuition reimbursement is __________. The final day to withdraw from a course is __________. (Student should complete these dates based on current University information).

Academic Integrity: Students are expected to conduct themselves in this course in a manner consistent with the University’s standards of academic honesty. Any student found cheating on an assignment or an exam my result in the failure of the assignment, failure of the course, and/or additional disciplinary actions including dismissal. The DePaul Student Handbook details the academic integrity policy. There have been many successful people who will always be remembered for a breach of integrity. There is a line between what is right and what is wrong. As Warren Buffet says “Do not even get close to the line.” Integrity keeps others from questioning your success.

SCA Code of Conduct: In order to address specific issues that ACC and MIS want to emphasize, the School of Accountancy (ACC) and Management Information Systems (MIS) faculty has prepared the ACC and MIS Student Code of Conduct. Students enrolled in any ACC or MIS course are expected to abide by the School of ACC & MIS Code of Conduct.

The link to the SOA Code of Conduct is http://accountancy.depaul.edu/contents/currentstudents/AccCodeofConduct/doc

Non-Contractual Nature of Syllabus This syllabus merely presents the course outline. It is not a binding contract between the professor and the student. The professor reserves the right to make adjustments to the course schedule, grade distribution and assignments.
**Very Important: Study skills.** Determination and discipline are key attributes for success in all your endeavors - take the class seriously but stay focused and relaxed as you study. **If you practice hard, the exams and quizzes will be easy. If you practice easy, the quizzes and exams will be hard.**

- **Hard work is not enough** – You need to not just study hard but to study smart. You have to do a little each day. If you do not work this way and instead try to cram the night before the exams you will not stand a chance. Just imagine if a professional football team did not work out daily but instead waited until the day before the game and practiced all night.

- **Plan your work and work your plan.** I will provide a definite plan of study for you to follow. Bring any materials to class that I have provided to assist with your note taking. Immediately, after class, quickly review your notes to clean and clear them up. Review the notes an hour later and then review them each day. Do the practice quiz questions and homework questions. Mark anything that you are getting incorrect and go over them again – feel free to contact me to clear up any confusion. You should also make friends with other students in class so that you can discuss any problems. You should do some problems each day.

- **Daily Repetition** - The plan requires you to practice the materials a little bit each and every day. Do not waste your time trying to reinvent the wheel. Learn the proper accounting entries and the practice them over and over. Doing a problem once is not enough. You should do the problem several times. Each time you do it, you will become more efficient because your learning curve will be reduced. Just as an athlete must practice the same skill over and over until it becomes routine, you must practice the problems over and over until they are routine.

- **Your career:** Remember you are covering materials that eventually will be important to your career so learn it well. All of us will get opportunities but success occurs when you are prepared to take advantage of the opportunity. You never know what your promotion will be based on therefore it is advisable to prepare now so that when the opportunity arises you can take advantage of it.

- **You determine your grade.** As one of my professors once told my class – “I do not give the grades, I only write them down.” My goal is to be the best teacher you ever had. I am hoping that your goal is to be the best student I ever had.

**USEFUL WEB SITES**

American Accounting Association (AAA) [http://aaahq.org/index.cfm](http://aaahq.org/index.cfm)
Institute of Certified Public Accountants (AICPA) [http://www.aicpa.org/index.htm](http://www.aicpa.org/index.htm)

**IMPORTANT** - Dates are Tentative for topics, midterm and assignments but the final date is set by the University. I will provide fill-in-the-blanks outlines in the beginning of the course to help you – the outlines will be available on the website so bring them to class. For each chapter KNOW the homework problems and quizzes provided in class or on Desire 2 Learn. When reading the chapters, it is best to be proactive and to work the examples along with the author.
For every class always bring D2L or class handouts and simple calculator. Note weeks are two class meetings. Quizzes are cumulative. Your cell phone must be off during class. If you need it on for some reason tell me before class starts. I use the D2L news section for updates so make sure you read it daily.

<table>
<thead>
<tr>
<th>Date</th>
<th>Read Chapter</th>
<th>Topic</th>
<th>Learning Objectives</th>
<th>HW Assignments/ Quizzes</th>
</tr>
</thead>
<tbody>
<tr>
<td>EEK 1</td>
<td>12</td>
<td>Stockholders’ Equity</td>
<td>'1-6, part of 7</td>
<td>Bring simple calculator and D2L handouts for chapters and the syllabus Cengage E 4, 5, 7, 8, 11, 15, 16 P 4 Due Wed noon Sep 16 HandShake due in Drop Box</td>
</tr>
<tr>
<td>W Sep 9 and M Sep 14</td>
<td>10</td>
<td>Current Liabilities and Fair Value Accounting (Present Value) No homework on C10</td>
<td>'4-5</td>
<td>W In class Quiz on C12 items Cengage C11 Bonds E 1, 4, 6, 7, 9 P 2 (Par 1 &amp; 2) Due Wed noon Sep 23 When done passport registration in dropbox</td>
</tr>
<tr>
<td>Week 2</td>
<td>11</td>
<td>Long-Term Liabilities - Bonds</td>
<td>'1-5</td>
<td>W In class Quiz on C12, 11 and 10 Cengage due noon Wed for C11 Cengage C3 Cashflows E 2, 3, 4, 5, 6, 7 P 1, 2, 3 Ratio comparison if we do it dropbox</td>
</tr>
<tr>
<td>W Sep 16 M Sep 21</td>
<td>13</td>
<td>The Statement of Cash Flows</td>
<td>'1-5</td>
<td>W In class Quiz on C12, 11 and 10 Cengage due noon Wed for C11 Cengage C3 Cashflows E 2, 3, 4, 5, 6, 7 P 1, 2, 3 Ratio comparison if we do it dropbox</td>
</tr>
<tr>
<td>Week 3</td>
<td>14</td>
<td>Financial Statement analysis</td>
<td>'1-3</td>
<td>W In class Quiz on all prior HW Prior weeks Chapter due</td>
</tr>
<tr>
<td>Wed Sep 23 Mon Sep 28</td>
<td>15</td>
<td>Financial Statement analysis</td>
<td>'1-3</td>
<td>W In class Quiz on all prior HW Prior weeks Chapter due</td>
</tr>
<tr>
<td>Week 4</td>
<td>16</td>
<td>Catch-up and midterm review.</td>
<td></td>
<td>HW prior weeks</td>
</tr>
<tr>
<td>W Sep 30 M Oct 5</td>
<td>16</td>
<td>MIDTERM EXAM Chapters 10-14</td>
<td></td>
<td>HW prior weeks</td>
</tr>
<tr>
<td>Oct 19</td>
<td>17</td>
<td>CHARTERS FOR THE FINAL Managerial Accounting and Cost Concepts</td>
<td>1,2,4-7</td>
<td>Budget Project in dropdown</td>
</tr>
<tr>
<td>10/19/15</td>
<td>18</td>
<td>Costing Systems: Job Order Costing</td>
<td>'1-4</td>
<td>M in class quiz on C15,16 W All projects in dropbox (Passport done) HW submitted for prior</td>
</tr>
<tr>
<td>W Oct 21 M Oct 26</td>
<td>19</td>
<td>Cost-Volume-Profit Analysis</td>
<td>'1-5</td>
<td>M in class quiz on C15,16 W All projects in dropbox (Passport done) HW submitted for prior</td>
</tr>
<tr>
<td>W Nov 2'</td>
<td>20</td>
<td>The Budgeting Process</td>
<td>'1-3 part of 4-5</td>
<td>In class quiz on C15,16 and 19 HW submitted for prior</td>
</tr>
<tr>
<td>Nov 4 and 11</td>
<td>21</td>
<td>Flexible Budgets and Performance Analysis</td>
<td>Part of 12-3, 5</td>
<td>In class quiz on C15,16 and 19 HW submitted for prior</td>
</tr>
<tr>
<td>Nov 11 and 16</td>
<td>22</td>
<td>Standard Costing and Variance Analysis</td>
<td>2</td>
<td>In class quiz on C15,16, 19 and 21 HW submitted for prior</td>
</tr>
<tr>
<td>Nov 11 and 16</td>
<td>23</td>
<td>Final Review and catch-up</td>
<td></td>
<td>On final dates and times see the caveat below.</td>
</tr>
<tr>
<td>FINAL Wednesday Nov 18&lt;sup&gt;b&lt;/sup&gt;</td>
<td>Final Exam: Section 404 (1:30 class)</td>
<td>11:30-1:45pm</td>
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<tr>
<td>FINAL Monday Nov 23rd</td>
<td>Final Exam: Section 403 (3:10 class)</td>
<td>2:30-4:45</td>
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</table>

**Caveat** - I obtained the final examination information from the DePaul grading site which I posted under content on our D2L site. The times of the exams appear to be unusual to me. We will discuss the final and midterm dates and times in our first or second class.

I am honored to be your professor. As Professor Needles says: “Once you are my student, you always are my student.” Good luck in your education and your career.